



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 9021, Olympia, Washington 98507-9021
REAL ESTATE COMMISSION
MINUTES

DATE: December 2, 2014

PLACE: SeaTac Double Tree Hotel
18740 International Blvd
SeaTac, WA 98188

CONTACT PERSON: Jerry McDonald, Administrator
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ORDER OF AGENDA: OPEN SESSION

CALL TO ORDER: Kathleen Drew, Assistant Director/Chair 9:00 a.m.

A. Attendance

- Members present: Kathleen Drew, Assistant Director/Chair, Kyoko Wright, Jess Salazar, and Jeff Thompson
- Via conference call: Catherine Moye and Dave Azose
- Excused: George Pilant
- Staff present: Jerry McDonald, Dolly Casitas, and Karen Jarvis

B. Approval of Agenda – the agenda was approved as presented

C. Approval of September Meeting Minutes – the minutes were approved as presented

D. Vote on Vice-chair – George Pilant was unanimously elected Vice Chair for 2015.

E. Vote on Education & Changing Business Practices Subcommittee Chairs and Members

- Cate Moye was elected the 2015 chair for the Changing Business Practices Sub Committee as well as Kyoko Wright and Dave Azose as members
- George Pilant was elected the 2015 chair for the Education Subcommittee as well as Jeff Thompson and Jess Salazar as members.

F. Vote on 2015 meeting dates – the schedule for the 2015 Commission meetings are as follows:

- March 25, 2015 in Olympia
- June 17, 2015 in Port Angeles
- September 15, 2015 in Wenatchee
- December 2, 2015 in SeaTac

G. Education Sub-committee Report – Jeff Thompson reported on the suggestions presented to the Education Subcommittee regarding the addition of Risk Management to the Core. Jeff asked Dolly Casitas to report on the survey that was conducted regarding the Core. Dolly reported on the results from the survey conducted through SurveyGizmo from October 29 to November 29, 2014.

H. Electronic Submission of Courses (Cloud) – Dolly Casitas reported on the project, a result of a Lean Project. The Education unit working closely with the IT department has received approval for this project. The storage vendor will be BOX. Once implemented, this will eliminate the need for paper copies of courses. Several providers in the room asked to participate in the trials.

- I. Update on Houseboats- Bob Mitchell reported that the Washington Realtors will be submitting a request for legislation adding the sale of houseboats/floating on water residence to the real estate licensing law.
- J. Update on Escrow – Earnest Money Funds – Bob Mitchell also reported that the Washington Realtors will be seeking sponsors for introducing legislation regarding the way earnest money disputes are handled.
- K. ARELLO Report – Karen Jarvis reported on issues discussed at the ARELLO meeting in September including the question of whether Zillow should be required to have a broker’s license. There were committee reports regarding actions taken by different states against various violations. The ARELLO Fair Housing committee is close to making their database available.
- L. State Managing Broker Simulation Exam – Jerry McDonald reported that a contract has been signed to create a new simulated broker exam. The goal is to have the new questions incorporated into the state exam by January 2016. The department is looking to recruit 10 to 15 subject matter experts to assist.
- M. Proposed WAC changes Jerry McDonald identified three administrative codes (WAC 308-124A, WAC 308-124C & WAC 308-124H)
 - WAC 308-124A -Fingerprints – Looking to partner with outside vendors to switch to electronic fingerprinting which will be sent directly to the state patrol,
 - WAC 308-124C – the administrative rules are out of date and need to be updated.
 - WAC 308-124H - Course submission. The new LEAN process for real estate education is almost complete with the last item as the ability to upload courses to a cloud. WAC 308-124H needs to be changed to allow the new method of submission.It was moved, seconded and passed to proceed with filing a 101s for each of the above administrative codes.
- N. Expanding Online Services – Agency is moving forward with improving and expanding online services for our customers pending spending approval of \$1,000,000 from the governor for the additional spending authority from the real estate commission account.
- O. WCRER Report – Steve O’Connor presented his report regarding availability and affordability of housing in the state. Steve O’Connor was working with stakeholders on having the WCRER legislation renewed as it expires in September 2015.
- P. Budget – Jerry McDonald presented and explained the budget.
- Open Forum –
 - Ann Hartman requested that subcommittee meetings be scheduled farther advanced to allow education providers more time to arrange their schedule to attend.
 - Kyoko Wright brought up the question of whether the form 17 (seller disclosure form) should include marijuana.
 - The question was raised about the process regarding multiple offers. Catherine Moyer suggested contacting Annie Fitzsimons who may already have written a paper on the subject.
- Q. Summary of Action Items –
 - Education Subcommittee will meet in January to review the core, multiple offers and safety.
 - Changing Business Sub Committee will schedule a meeting to discuss Zillow, and the fingerprint survey including the 6 year cycle
 - Jerry McDonald will move forward with filing the CR 101 on three areas of proposed rules
- R. Adjourned – 11:15 AM